

**MINUTES OF REGULAR MEETING  
OF  
REINVESTMENT ZONE NUMBER THREE, CITY OF HOUSTON, TEXAS**

April 3, 2018

The Board of Directors (the "Board") of Reinvestment Zone Number Three, City of Houston (the "Zone") convened in regular session, open to the public, at the offices of the Houston Downtown Management District, on the 3<sup>rd</sup> day of April, 2018, and the roll was called of the duly constituted officers and members of the Board, to-wit:

F. Xavier Peña	Chair
Michele Sabino	Vice Chair
Barry Mandel	Secretary
Curtis Flowers	Treasurer/Investment Officer
William Kennerly	Director
Keith Hamm	Director
James Harrison	Director
Regina Garcia	Director
Bruce Austin	Director

and all of said persons were present except Director Austin thus constituting a quorum.

Also present were Bob Eury, President, Ryan Leach, Executive Director, and Emily Barnes, Administrative Assistant of the Zone (Zone); Algenita Scott Davis, Robert Lung and Jackie Traywick of Central Houston, Inc. (CHI); Brett DeBord and Joe Maxwell of the Houston Downtown Management District (HDMD); Clark Lord of Bracewell LLP; Geoff Carleton of Traffic Engineers, Inc.; Allison Walling and Andrew Albers of OJB; Captain Hong-Le Conn and representatives of the Downtown Division of the Houston Police Department; Jennifer Curley of the City of Houston; Chaitanya Gampa of Huitt-Zollars; and Linda Treviño of METRO.

**DETERMINE QUORUM; CALL TO ORDER**

Chair Peña noted that a quorum was present and called the meeting to order at 12:15 p.m.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Peña requested all meeting attendees briefly introduce themselves and welcomed all.

**MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the previous meetings. Following discussion, upon a motion made by Vice Chair Sabino and seconded by Director Harrison, the Board voted unanimously to approve the minutes of the March 13<sup>th</sup>, 2018 meetings.

**FINANCIALS**

**Check Registers – March 2018**

Ms. Traywick (CHI) provided an overview of the operating and 2015 bond account check registers for the month of March 2018. She reported the expenditures listed on the check registers were reoccurring operating and capital project expenses. Ms. Traywick answered questions from the Board.

No action was required.

**Budget – Draft of the FY19 Operation & CIP Budget**

Treasurer Flowers shared that the Budget and Finance Committee had met and reviewed the Draft FY19 Operation & CIP Budget in detail. Mr. Leach (Zone) provided an overview of the drafted Fiscal Year 2019 budget which included estimates of operating expenses and capital improvement expenses for the upcoming year. Mr. Leach elaborated on the budget as it pertained to upcoming projects. Mr. Leach and Ms. Traywick (CHI) answered questions from the Board.

Following much discussion, upon a motion made by Secretary Mandel and seconded by Director Hamm, the Board voted unanimously to approve the final draft of the FY 2019 budget as presented, and the execution of necessary agreements by the appropriate officers of the Zone.

### **MUNICIPAL SERVICES**

Chair Peña called on Captain Conn (HPD) to introduce the discussion on the HPD Overtime Program. Captain Conn presented the reports for January 1 to March 16, 2018. The reports provided an overview of expenditures and highlighted the current programs. Captain Conn explained the need for the new Nightlife Program. She then answered questions from the Board and staff.

No action was required.

### **OTHER BUSINESS**

#### **Project Status Report**

Mr. Leach (Zone) provided a brief status update on all active and ongoing projects. He then called on Mr. Carleton with Traffic Engineers, Inc., the Bagby Phase I consultant, to present to the Board the final recommended conceptual design to be advanced into Phase II. Mr. Carleton and Mr. Leach then answered questions from the Board on the project.

No action was required.

### **NEXT MEETING**

Chair Peña announced that the next Board of Directors meeting is scheduled for May 8<sup>th</sup>, 2018 at 12:00 p.m. at the regular meeting location.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:25 p.m.

[Signature follows]

  
Secretary, Board of Directors